

## **Town Meeting Coordinating Committee**

Meeting of Tuesday, July 12, 2011, 1:00 PM – 4:00 PM

First Floor Meeting Room, Town Hall

**Attendance:** Margaret (Peggy) Roberts, Mary Streeter, Adrienne Terrizzi, Carol Gray, Nonny Burack, Patricia Holland. Absent: Harry Brooks, Aaron Hayden. Also attending: Harrison Gregg, Town Moderator; Sandra Burgess, Town Clerk

1. Call to Order: Ms. Roberts called the meeting to order at 1:10 PM.
2. Topics for Discussion with Moderator and Town Clerk: Ms. Roberts handed out “Suggestions for topics to discussed at Meetings,” the meetings with Harrison Gregg and Sandra Burgess this afternoon and with John Musante on August 18<sup>th</sup>. Discussion raised a few more topics.
3. Meeting with Harrison Gregg, Town Moderator (1:30 PM): Ms. Roberts explained to Harrison Gregg the TMCC’s plan for a calendar for voters that shows when budget decisions are made so as to encourage more citizen involvement. Mr. Gregg praised the idea and suggested including whom to contact. Ms. Gray recommended that all committees be encouraged to have timed agendas so those coming know when a topic that interests them will come up.

Committee members then raised the following issues:

**How can we help you?:** Mr. Gregg answered that he wants more people at Town Meeting. Ms. Burack noted that because of redistricting all TM members will have to run for election so now is a good time to encourage participation. Ms. Holland suggested that long-time members could encourage new ones by offering rides.

**Fund raising at Town Meeting:** Mr. Gregg opposes fund raising at TM but allowed it for Amherst Media since that group is so entwined with TM. Maria Geryk, Superintendent of Schools, may believe she has jurisdiction. Ms. Roberts said whatever body is in charge of the meeting should establish a policy and announce it.

**Handicapped parking at TM:** Mr. Gregg will check with Maria Geryk and arrange for the school’s maintenance person to set up more handicapped parking spaces.

**Any needs for physical improvements in auditorium for TM?:** Ms. Terrizzi said we need two more audience microphones. Also, the Moderator’s microphone should be closer.

**Red and green cards:** On possible changes Mr. Gregg said we should check with the Town clerk. He also said it is not his policy in calling on TM members to switch regularly between those holding green cards and those red. He also defended his practice of looking for someone to call the question and thus giving the whole body a chance to end debate. Ms. Holland noted that the pale shades of red and green cannot be distinguished by those who are color blind. But the regulations call for them.

**Should there be standard enforcement of time for board and committee chairs?** Mr. Gregg likes five-minute limits for presenters and three for debate. Ms. Gray would like all speakers to be timed for no more than 5 minutes.

**Is there a need for a policy for press and other photographers?** Ms. Streeter described a TM session where photographers shot excessive numbers of flash photos, sometimes right in front of a speaker. She was concerned that this might interfere with a speaker and wondered whether there should be a place designated for photographers and whether flash should be used. Mr. Gregg said he was glad to hear about this as he was not present that night and promised to pay more attention to the matter.

**Hostile points of order:** Mr. Gregg agreed these were a problem. Ms. Gray suggested reminding TM members of the rules.

There was also discussion of orientation for new TM members. TMCC will continue this discussion at a future meeting. Ms. Streeter, on a different topic, suggested the Moderator announce publicly his custom of encouraging that those who want to speak at TM alert him ahead of time.

Mr. Gregg left at 2:50 PM.

**4. Update on Work of Calendar Subcommittee:** Ms. Streeter reported the calendar was in progress. We also discussed when to hold a warrant review for the Fall Town Meeting and settled on October 20, 2011, 7 PM, place to be determined.

**5. Sandra Burgess, Town Clerk**

**How can we help you?:** Ms. Burgess's main concern was the election of TMCC members. She handed out her written proposal to mail ballots for the election to all TM members by including them in their packets. Changing the practice from having the election at a TM session requires a change in the by-law, which would be done through an article at the Fall Town Meeting. Her reasons: Voting at a TM session is always problematic; it requires extra pay for a member of her staff; members who can't come to that session are prevented from voting. The consensus of the committee was to discuss this further.

**Is there a way to reduce the cost/waste of tally cards?:** Ms. Burgess has a plan for cards with the inclusive dates of the TM rather than the session date. The tally cards come preprinted except for the date and there is a large supply on hand which precludes a more drastic revision.

**Following Town Election in the Spring, what can be done to have all results available sooner in order for new members to receive the first packet in time to attend TM related events and allow for early distribution of the LWV They Represent You?** There has been improvement. Ms. Streeter also requested that Ms. Burgess let TMCC know upcoming election-related dates as soon as possible.

**Filing of permanent copies of minutes:** Ms. Burgess said the Attorney General's office has decided that attachments do not have to be included with minutes but must be listed in the minutes and kept in place accessible to anyone who wants to see them.

**6. Minutes of June 13:** There was not enough time to review the minutes.

The meeting adjourned at 3:53 PM.

Submitted by Patricia Holland, Clerk  
Approved August 18, 2011

Documents for the meeting:

Agenda

Margaret Roberts, "Suggestions for Topics to be Discussed at Meetings"

Sandra Burgess, "Town Meeting Coordinating Committee: Election of Members"

Minutes of June 13th meeting